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28 MAR 1967

MEMORANDUM FOR: Director of Personnel

THROUGH : Acting Deputy Director of Personnel for Planning and Research

SUBJECT : Interagency Boards of United States Civil Service Commission Examiners

1. This is a progress report on the status of the Interagency Boards on which you asked Plans and Review Staff to keep tabs some months ago. It is also a suggestion for action in the form of a transmittal letter from you to the Civil Service Commission requesting that Agency information be posted with the Boards and the mechanism developed for direct Agency contact to the Boards on subsequent information. The Deputy Director of Personnel for Recruitment and Placement and the Chief, Recruitment Division, concur in the recommendation.

2. The Commission has made rapid progress with this program. The 65 Interagency Boards are named and staffed as shown in the attached pamphlet. As of February 1967, 336 of the single Interagency Boards were closed and the remaining 300 odd will be phased out by the end of the year. The Interagency Boards conduct examinations, evaluate, and refer eligibles to employing agencies in their geographic areas. They provide a complete one-stop information service serving as Federal Employment Centers for the areas so that all interested citizens may learn of job opportunities in the Federal service. The Boards range in size from 25 to as many as 90 people and are funded by the participating agencies in the "classified" service on a pro rata basis depending on size of agency and number of people entering on duty.

3. The Commission is using the opportunity represented by these Boards to accomplish a radical change in the present system of examining and recruitment in the Federal Government. In addition to the original objective of increased efficiency and better service to the public, the Commission is redesigning and consolidating examinations, introducing mechanical methods into evaluation, and are eventually instituting a national clearing system through a computer type operation. Eventually the Boards will interchange job requirements and applicant information in an operation similar to that of Western Union and to the GRAD system which GE set up for the College Placement Bureau.

4. The Commission feels that they still have a long way to go in providing information to the public, in fact, in answering the public's question, "How do you get into the system?" One of their objectives in consolidating and simplifying the examining process is to provide a better answer

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to this question than is now available. For example, they have developed a national examination for junior college level. They already have a national examination for clerical and high school level. The Federal Service Entrance Examination with its various options represents a national examination for the general college level. They are still at the beginning stages with the development of local publicity and local newspaper coverage to publicize the Boards and the requirements of the various Federal agencies. In order to do so, the Commission will require advance information from the agencies on their requirements in an ever-increasing degree.

5. It is clear that the Civil Service Commission has a strong dedication to provide information to the public. They accept the fact that the information to be complete should include the requirements of the excepted agencies. They are quite willing to help the CIA by providing recruitment information to the public. As a practical matter, since we are an excepted agency and are not sharing in the costs, this service will be limited to posting of recruiting requirements and distribution of recruiting literature. Our recruiting literature would, therefore, have to include instructions to the individual on how to contact the Agency.

6. It is recommended that you sign the attached letter to the Commission as an initial step to achieve Agency participation at an early stage of this promising program.



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Chief, Plans and Review Staff
Office of Personnel

Atts

- Att 1: Federal Service Entrance Examination 1967 Pamphlet
- Att 2: Letter to Mr. Raymond Jacobson from the Director of Personnel

Distribution:

- O & 1 - Addressee
- 1 - Acting DD/Pers/P&R
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OP/PRS/[] jbs (28 Mar 67)

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ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment #1